

## PENDOYLAN COMMUNITY COUNCIL CYNGOR CYMUNED PENDEULWYN

A Meeting of Pendoylan Community Council was held on Thursday 14 August 2014 at 8.00 pm in Pendoylan Church in Wales Primary School

**1. PRESENT:** Councillor S Parnell (in the Chair), Councillors R Rees, G Thomas, S Wigley, J Llewellyn, C Tutton, P Fox, L Weeding and J Roberts (Clerk).

**2. APOLOGIES:** Councillor Newman and Vale Councillor Traherne

**3. MINUTES:**

(a) The Minutes of the Meeting held on 10 July 2014 were approved and signed

(b) It was noted that Councillor Newman felt it would be more useful if the Minutes be circulated immediately following meetings. After some discussion it was agreed that the current timescale i.e. 3 clear days prior to the next Meeting was preferable.

**4. DECLARATIONS OF INTEREST:** None

**5. MATTERS ARISING:**

(a) **PAT Test:** Councillor Rees is arranging for the tree lights to be tested. He will ascertain whether the Community Council's computer, printer and shredder should also be PAT tested. **RR**

(b) **Risk Assessment:** Cllr Parnell will make enquiries in this regard **SP**

(c) **Website** – Cllr Parnell confirmed that the new community website was almost complete and will forward details of the same to members of the Community Council for their approval/comments before going "live".

(d) **Additional Village Representatives:** It was agreed that a further effort to enlist additional representatives be made. **JR**

(e) **Community mower:** The Clerk advised that Mike Edmunds had kindly obtained the necessary parts to repair the mower and this was again in working order.

(f) **Playground:** The Clerk confirmed that the Vale Council are carrying out the additional cuts as requested

(g) **Benches:** Cllr Wigley stated that the upkeep of the benches was the Community Council's responsibility. Cllr Parnell said that she would check them all prior to Bob Manley being instructed to repair/treat them. **SP**

(h) **Shrubs:** The Clerk confirmed that the Vale Council had now cut back the shrubs overhanging the bank opposite the School

(i) **Information Commissioner's Office (ICO):** Cllr Parnell will ascertain if registration is compulsory and if so what steps must be taken in this respect **SP**

**6. APPOINTMENT OF VICE CHAIR:** It was agreed unanimously not to pursue this. Any Councillor could take the Chair if necessary

**7. REPORT FROM COMMUNITY POLICE OFFICER:** No report received.

**8. REPORT FROM VALE COUNCILLOR TRAHERNE:** No report available in Cllr Traherne's absence

**9. MEETINGS:** Cllr Rees had been unable to attend the One Voice Wales Meeting

**10. PLANNING MATTERS:**

Planning Applications had been received for:

(a) the construction of a small extension to existing converted barn at The Paddock, Hensol

(b) the construction of a single storey flat green roof conference and wedding venue at Hensol Castle (Listed Building Application)

Planning Consents had been received for:

(a) the retention of a canopy linking main farmhouse to the Visitor Centre at Llanerch Vineyard

(b) the construction of a single storey rear extension at 5 Hensol Villas, Hensol

The Clerk confirmed that she had ascertained details of the temporary consent for a caravan at the former Bryn Palling Stables and will pass this information on to Cllr Traherne to enable him to make enquiries as to the present position

JR/RT

**11. CORRESPONDENCE:** As per attached list with particular reference to:

**(a) WA's White Paper regarding Re-organisation of Local Government:** It was noted that One Voice Wales are submitting a response in this regard on behalf of Community Councils which will be published shortly

**(b) Code of Conduct Training:** New dates had been received and Cllr Llewellyn confirmed she could attend the session on 1 October 2014. The Clerk will attend to the booking arrangements

JR

**(c) Vale Council's reshaping of services:** Vale residents, community groups and other public sector organisations will play a role in shaping how the Vale of Glamorgan Council services will be delivered in the future. The Council will be launching a number of public engagement events which will allow a wide range of views to be heard on the future of services in the Vale.

**(d) Ombudsman's guidance** for Community Councils in respect of "twin hated" members was duly noted

**(e) Cardiff & Vale UHB:** The Summary Integrated Medium Term Plan 2014-2017 and Minutes of the meeting held 17 June 2014 were noted

**(f) NATO Summit Conference:** Details of amended school times for 3, 4 & 5 September 2014 were noted and will be advertised

**(g) Affordable Housing Enabler:** It was noted that Elisa Faulkner wished to attend a Community Council Meeting to enable her to explain the purpose of the new Local Housing Market Assessment. It was agreed she be invited to attend the September meeting at the earlier time of 7.15pm and once confirmed this to be advertised in the parish magazine if possible

JR

**(h) Natural Resource Management Bulletin:** Articles regarding the Nature Fund, recycling, allotments, flood protection funding, the Well Being of Future Generations (Wales) Bill and the Basic Payment Scheme to encourage farmers to be green were noted

**12. FINANCE/CLERK'S REPORT:**

**(a) 2013/14 Accounts:** Clerk confirmed that the Welsh Assembly's Accountants had approved a copy of the above Accounts and it was now necessary to obtain the Council's approval and certification following the audit. The Council then formally approved the said Annual Return and the Annual Governance Statement which was signed by Cllr Parnell. The Clerk will arrange to forward the 2013/14 Return to the said Accountants to enable the External Audit Certificate to be completed and returned before 30 September 2014

JR

**(b) Financial position as at 14 August 2014:**

|                 |               |
|-----------------|---------------|
| Current Account | £3,430.88     |
| Jubilee Account | <u>682.78</u> |
| Total:          | £4,113.66     |

**Payment to be made:**

Clerk's expenses listed below:

|   |              |
|---|--------------|
| R & T (replacement mower parts + hitch) | 72.56        |
| Mower repair                            | <u>50.00</u> |
| Total                                   | £122.56      |

This payment was approved.

**(c) CASH Grant** – Estimates are currently awaited to enable an application for a CASH Grant to be submitted for a whiteboard for the school **RR**

**(d) Bank signatories:** The Clerk reported that she had contacted the Manager of Lloyds Bank regarding this issue. He confirmed he would endeavour to resolve the problem as soon as possible. **JR**

**13. ROAD ISSUES:** It was noted that the road from the Village Hall to Coxhead Wood had recently been resurfaced

**14. SUMMER BARBECUE 25 AUGUST 2014:** Cllrs J Llewellyn & S Wigley kindly agreed to obtain the food and drink for the above event. Flyers had been prepared and were handed to Councillors for distribution around the parish. Other tasks were allocated

**15. COUNCILLORS' ISSUES:**

**(a) Fingerpost:** Cllr Parnell advised that the fingerpost in Tredodridge required repair and the Vale Council should be informed **JR**

**(b) Vale Hotel:** Cllr Parnell also advised that the Vale Hotel sign by Mountain Lodge requires repair. Cllr Parnell will provide the Clerk with details to enable Gerald Leeke to be notified **SP/JR**

**(c) Safeguarding Parish Boundaries:** Cllr Fox referred to an article in the August Parish Magazine by Paul Jeremy, representative of "Vale Villages Together" regarding Settlement Boundaries. Cllr Fox had researched the issues raised and stated that he would answer any questions in this regard should any be raised.

**(d) November meeting:** The Clerk gave notice that she will be on holiday the week of the normal November meeting. It was therefore agreed this be moved to 6 November 2014.

**16. ITEMS FOR NEXT AGENDA:** Matters arising from these minutes

**17. DATE OF NEXT MEETING:** Thursday 11 September 2014 at 7.45 pm to be held at Pendoylan Church in Wales Primary School.

The Meeting was closed at 10.00 pm